

**THE GARDENS AT HERITAGE GREEN
CONDOMINIUM ASSOCIATION, INC.**

**Minutes of the Board Meeting
Monday, September 16, 2013**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Monday, September 16, 2013 at Keller Williams, 1200 Premier Drive, Chattanooga, Tennessee 37421 from 6:00 pm – 6:45 pm.

Attendance is as follows:

Norman R. Miller – President (present)
Jack Carney – Vice President (present)
Judy Webster – Treasurer (present)
Ursula Jenkins - Secretary (present)
JoAnne Harbort – Chair Finance/Accounting Committee (present)
Don Wilson – Chair Landscape Committee (absent - resigned)
Kenny Burnette – Chair Insurance/Asset Management Committee (present)
Lynda Hendrickson – Chair Architectural Committee (present)

Agenda for 9/16/13 meeting is attached.

Unit Owners/Guests in attendance: None.

Norm Miller called the meeting to order. The meeting commenced at 6:00 p.m.

The following items were addressed:

1. Minutes. The Minutes for the previous 8/27/13 regular board meeting were reviewed and are attached. Motion to approve the minutes was made by Judy Webster, seconded by JoAnne Harbort and unanimously approved by the Board.
2. Landscape/Maintenance Committee. Ursula Jenkins presented the Board with the Landscape/Common Area Committee report. Don Wilson, chair of landscape/maintenance committee submitted his resignation due to new work schedule. Resignation is attached to these minutes. Motion to approve resignation was made by Judy Webster, seconded by Jack Carney and unanimously approved by the Board.

There was some discussion of bringing new chair on board. Ursula to make some inquiries to several unit owners as to replacement.

- Discussion regarding Fine Lines. They were notified that there were a lot of weeds at 161. 729 and 739 courtyards were missed. 517 needs bushes in front and back trimmed down further due to ant problem
- Fine Lines was asked to raise blades - still scraping some of grass areas
- Ursula will ask Fine Lines regarding spraying of Crepe Myrtles/Bradford Pears which seem to have disease. Solutions?
- Fines Lines to start aeration within next couple of weeks.
- We have allowed for 5 sprayings by Tru Green in the new 2014 budget. Ursula to contact Tru Green regarding further work in the Gardens.
- Tim Morgan is to continue painting.
- Tim also to continue on other "to do items" on attached list time/weather allowing.

- Sodding will need to be done for 814, 636, 1008, 1022, 428, 252, 416 and 1048 so far in the fall. Don Wilson had previously requested estimate and schedule time for doing this in fall.
- Several unit owners would like bushes removed. Would work best in cooler weather so bushes have better chance of survival from being uprooted.
- Most bird's nests have been cleaned off of front porches and repellent applied.
- Board to look at mulch glue.- \$34 covers 1500 square feet. There are some units where roof is so steep that water overflows gutters and mulch is washed away.
- Irrigation issue - Port Raulston gave estimate and quote on repairing standing water issues between 761 and 769. Board discussed this. Thought it would be better to hire ditch witch to dig into ground under sidewalk and put in tank to hold run off water into drainage in greenway. Port to give new estimate on repairing water issues using ditch witch but it was decided holding tank was not needed. There is enough slope there to drain properly thereafter.
- We have had satellite dishes removed off of roofs of 5 units. Need to look at 1048, 426 and 648.
- All gutters will be cleaned in the fall when Tim finishes painting.
- Tim to give us estimate to repaint front entrance sign - to be done in the Fall.
- List will be formed of units needing roof shingles tacked back in place.
- Gate at 812 has been ordered. Order was lost so now reordered.
- We are to ask Tim for estimate to repair (fill in some of the cracks) for some of the concrete, especially in back right corner of complex.
- Ursula to contact Jody Millard Pest Control to see where they are with outside treatment of all units. Should be about done and start on inside of units.
- Ursula to contact Rick Darwin electrician in regards to locking front control panel.
- Lady Bug continues to come out to complex to spray inside of units regarding ants.
- Judy Webster to forward name of new pest control company. Ursula to ask for bid for upcoming January 1, 2014 - December 31, 2014 year.

Motion to approve Landscape Committee report was made by Judy Webster, seconded by Jack Carney and unanimously approved by the Board.

3. Architectural Committee. Lynda Hendrickson was present and reported there was no report Christmas decorating issues were addressed. We may hire seasonal company to decorate the front. Lynda to get with her committee to see what type of decorations they would like out front this year. Judy Webster has extra lights that can be used if needed.

Motion to approve Insurance/Asset Committee report was made by JoAnne Harbort, seconded by Judy Webster and unanimously approved by the Board.

4. Insurance/Asset Committee. Kenny Burnette was present and reported there was no report.

Motion to approve Insurance/Asset Committee report was made by Lynda Hendrickson, seconded by Judy Webster and unanimously approved by the Board.

5. Finance/Accounting Committee. JoAnne Harbort gave the Finance/Accounting Committee report. A/R is in very good shape. It was discussed and decided since as of today's date, we have \$256,990.87 in money market account at First Citizens, for insurance purposes we need to move another \$100,000 into a one year CD to SunTrust Bank. (We previously -- earlier this year transferred \$100,000 into a one year CD at First Tennessee Bank). It was decided Ursula Jenkins to handle the transfer from the money market account at First Citizens to a one year CD at SunTrust Bank.

Motion to approve the Finance/Accounting Committee report as well as transferring of \$100,000 from First Citizens money market account to a one year CD at SunTrust Bank was made by Jack Carney, seconded by Kenny Burnette and unanimously approved by the Board.

6. Treasurer. Judy Webster gave the Treasurer's report. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were signed by 2 people. Judy Webster stated the accounts were properly reconciled, all checks were signed by two people.

Motion to approve Treasurer's Report was made by JoAnne Harbort, seconded by Lynda Hendrickson and unanimously approved by Board.

7. Miscellaneous Items.

(a) Don Wilson resignation (discussed above).

(b) Christmas decorations (discussed above).

There being no further business the meeting was adjourned. Motion to approve was made by JoAnne Harbort and seconded by Jack Carney.